

City Of Santa Clara



CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT (CAPER)

Fiscal Year 2018-2019
(Program Year 2018)

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Areas highlighted in yellow will be updated as information comes in from outside agencies. The document will be in its FINAL version prior to submission to HUD.

Overview

The City of Santa Clara is a participant in the federal Community Development Block Grant (CDBG) and Home Investment Partnerships (HOME) programs through the United States Department of Housing and Urban Development (HUD). HUD annually provides funding to the City of Santa Clara to be used for social programs, affordable housing developments, and community development projects that benefit low-income persons and households. As a recipient of HUD funding, the City is required to prepare a five-year strategic plan called a Consolidated Plan. The Consolidated Plan identifies housing and community needs of low-income persons within the City, identifies and prioritizes resources to address those needs, and establishes annual goals and objectives to measure performance. The objectives of the Consolidated Plan are accomplished through Annual Action Plans.

Annual Action Plans provide a summary of the actions, activities, and the specific federal and non-federal resources that the City will use each year to address the priority needs and specific goals identified by the Consolidated Plan. At the end of each fiscal year, the City of Santa Clara reports on its accomplishments and progress toward Consolidated Plan goals in the Consolidated Annual Performance and Evaluation Report (CAPER). The 2018 CAPER will report on activities performed during the Fiscal Year 2018-2019; also known as Program Year 2018 (PY18). The PY18 is the fourth year of the 2015-2020 Consolidated Plan cycle.

The City's major accomplishments for Program Year 2018 include:

- **Tenant Based Rental Assistance (TBRA).** The TBRA Program is partially funded with HOME funds and local funds. HOME funds provide rental and deposit assistance to families that are homeless or at risk of becoming homeless, have incomes at or below 60% Area Median Income (AMI), and that have a last place of residence or are currently working in the City of Santa Clara. Local funds are provided for administrative costs, and case management services for the participants.

For PY18, the TBRA Program had a goal to serve 40 households. The TBRA Program served 51 households which benefited 73 adults and 106 children.

- **Public Services.** The City used approximately \$168,000 of its CDBG dollars to fund non-profit agencies to provide public services to Santa Clara's low-income residents. The majority of services benefited seniors and homeless households. Approximately 8,400 households/persons benefitted from a variety of public services.
- **Public Facility Improvements.** Three public facility improvement projects were completed in PY18. Although these improvements immediately benefited approximately 300 beneficiaries, these projects will continue to benefit many more in the future.
 - Shafer House – Rehabilitation work was completed to a Bill Wilson Center home for runaway youth. The rehabilitation consisted of kitchen cabinets and counter tops, two bathrooms, roof repairs, water heater replacement, and other miscellaneous repairs.

- Liberty Tower – The sewer waste line was replaced to a the 100+ unit senior complex.
- Project Sentinel Office Rehabilitation – A new conference room was constructed for the agency to provide a location to have confidential meetings for clients.

CR-05 - Goals and Outcomes

Progress the jurisdiction has made in carrying out its strategic plan and its action plan.

91.520(a)

PY18 (i.e., Fiscal Year 2018-2019) was the fourth year of the five-year Consolidated Strategic Plan. Data in Table 1 highlights key accomplishments during the program year, and reflects the City's progress towards its Consolidated Strategic Plan's goals. Highlights include:

Affordable Housing Goal – The 5-Year Consolidated Plan has an expected goal of 298 affordable housing units constructed/rehabilitated. As of PY18, there have been 161 units rehabilitated. The City continues to struggle to spend down the HOME Community Housing Development Organization (CHDO) set-aside funds. An RFP was published in early PY18; however, we did not receive any applicants.

Homelessness Goal – The 5-Year Consolidated Plan has an expected goal of assisting 65 households through TBRA. As of PY18, there have been 146 households assisted. TBRA continues to exceed its 5-Year and 1-Year goals. After seeing an increase in the number of homeless families in the region's Homeless Census, the program has made adjustments for PY18, and focused on assisting families with children. The City discovered that TBRA can assist the same number of households, but the number of people benefiting from this program increased.

Fair Housing – The 5-Year Consolidated Plan has an expected goal of 220 households assisted. As of PY18, there have been 183 households assisted. The PY18 goal was 44 households assisted, and 57 households were assisted using local funds.

Public Facility Improvements – Two projects were completed this program year: Shafer House and Project Sentinel office improvements. 5 people benefitted from the improvements made at the Shafer house which houses runaway youth (females), and approximately 187 people benefitted from the office improvements at Project Sentinel. These two projects will continue to benefit numerous beneficiaries in the years to come.

Public Services – The 5-Year Consolidated Plan has an expected goal of assisting 9,265 households through Public Services. As of PY18, there have been approximately 15,000 beneficiaries of public services.

Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)

Table 1 provides numeric detail on activities completed in PY18, and progress made toward meeting the Consolidated Strategic Plan goals and objectives

Goal	Category	Source and Amount	Indicator	Unit of Measure	Expected 2015-2020 Strategic Plan	Actual 2015-2020 Strategic Plan	Percent Complete of 5-year Goal	Expected PY 2018	Actual PY 2018	Percent Complete PY 2018
Admin.	Other – Admin. of CDBG & HOME	HOME: \$54,458 CDBG: \$253,786	Other	Other	0	0	0%	0	0	0%
Affordable Housing	Affordable Housing	HOME: \$66,688	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	Households Assisted	0	0	0%	0	0	0%
			Rental units constructed	Household Housing Unit	8	0	0%	1.6	0	0%
			Rental units rehabilitated	Household Housing Unit	40	205	513%	8	105	1,313%
		CDBG: \$881,738	Homeowner Housing Rehabilitated	Household Housing Unit	250	61	24%	50	10	20%
Fair Housing	Affordable Housing Non-Homeless Special Needs	LOCAL: \$22,197	Public service activities other than Low/Moderate Income Housing Benefit	Households Assisted	220	183	83%	44	57	130%
Homeless	Homeless	CDBG: \$17,500	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	1,000	31,411	3,141%	200	6,447	3,224%
	Homeless TBRA Case Mgt.	Housing Successor Agency Program Income: \$140,000 City Affordable Housing Fund \$160,697	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	60	168	280%	12	71	592%
	Homeless	HOME: \$533,000	TBRA/Rapid Rehousing	Persons Assisted	65	158	243%	13	63	485%
	Homeless County Case Mgt.	Successor Housing Agency Program Income: \$76,431	Homelessness Prevention	Persons Assisted	200	136	68%	40	72	180%
Public Facilities	Non-Housing Community Develop.	CDBG: \$65,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	7,933	44,407	560%	1,587	187	12%
Public Services	Non-Homeless Special Needs	CDBG: \$191,500 <i>Nonprofit agencies</i>	Public service activities other than Low/Moderate Income Housing	Persons Assisted	9,265	17,486	189%	1,853	1,958	106%

			Benefit							
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Table 1 - Accomplishments – Program Year & Strategic Plan to Date

Assess how the jurisdiction's use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.

The Consolidated Strategic Plan describes the following priorities and objectives in order to guide programmatic decisions and resource allocation:

Affordable Housing: Support affordable housing for low-income and special needs households. This includes funding new affordable housing developments, rent subsidies, and rehabilitation of single and multi-family housing.

- There are four housing problems that are measured by [ACS Comprehensive Housing Affordability Strategy \(CHAS\) data](#) that give a glimpse into the conditions of households:
 - 1) Incomplete kitchen facilities;
 - 2) Incomplete plumbing facilities;
 - 3) More than 1 person per room; and,
 - 4) Cost Burden. The ratio of housing costs to household income.
 - A. Cost Burden of greater than 30% and less than 50%.
 - B. Severe Cost Burden of greater than 50%.

According to 2012-2016 CHAS data, 25% of Santa Clara households (renters and homeowners) experience at least one of the four Housing Problems. Further, 17.5% experience severe cost burden in which their housing expenses exceed 50% of their income. Homeowners, typically seniors, that are experiencing such cost burdens usually forego repairs and maintenance to their homes; allowing their houses to fall further into a state of disrepair.

The City's CDBG-funded **Neighborhood Conservation and Improvement Program (NCIP)** is a homeowner rehabilitation program that assists low-income homeowners with repairs and upgrades to their homes. In order to increase efficiency, the City has subcontracted with Rebuilding Together Silicon Valley to perform minor rehabilitation projects. This program in conjunction with our NCIP program – which focuses on larger scale projects – will increase productivity to meet the Strategic Plan Goal of supporting affordable housing.

Homelessness: Support activities to end homelessness including rental assistance, homeless prevention programs, case management, outreach activities, and support of facilities.

- The [2019 Santa Clara County Homeless Census and Survey Report](#) shows that there were 326 people experiencing homelessness in the City of Santa Clara. This is a 20% increase from the last census of 2017. When asked what may have prevented homelessness, the top response was some sort of rent/mortgage assistance. Countywide, the census showed that there are 269 homeless families. It is believed that many families go uncounted as they tend to split up and stay with friends, relatives, or in illegal dwelling units.

The City's HOME-funded **Tenant Based Rental Assistance (TBRA) program**, helps address the goal of ending homelessness. TBRA assists households with deposit and rental subsidies, along with case management services (funded with local funds). The TBRA program assisted 51 households in PY2018 consisting of 73 adults and 106 children.

In addition to the TBRA program, some area non-profit programs received CDBG funds to assist the homeless population. Bill Wilson Center, Santa Clara Senior Center, Next Door Solutions, and St. Justin Community Ministry all received grants to provide services to the City's homeless population including seniors, victims of domestic violence, and the disabled.

In 2019, the Bill Wilson Center will also be assisting Abode Services in administering the City's TBRA program. Since they have considerable experience assisting the sub-population of single mothers, it is believed that more of the target population will be assisted.

Fair Housing: Promote Fair Housing choice through funding education, counseling, investigation, conciliation, advocacy, and enforcement of Fair Housing regulations.

- **Project Sentinel**, an area non-profit, received \$22,197 of local funds to provide comprehensive fair housing services including investigation, counseling, referral and education, designed to reduce the incidence of illegal discrimination in housing. 57 persons were served in this activity.

Public Facilities: Curb cuts throughout the city are funded; however, construction will not begin until the 2019-2020 fiscal year. Construction on two non-profit public facilities, Project Sentinel interior office rehabilitation and Bill Wilson Center single-family home rehabilitation, were completed in this program year. In 2019-2020, there are no public facility projects planned. The results of a citywide survey for the 2019 Annual Action Plan showed more interest in spending capital improvement funds on our NCIP homeowner rehabilitation program.

CR-10 - Racial and Ethnic Composition of Families Assisted

Describe the families assisted (including the racial and ethnic status of families assisted).

91.520(a)

	CDBG	HOME	LOCAL
White	3,062	50	287
Black or African American	436	3	12
Asian	3,086	2	68
American Indian/Alaska Native	85	1	1
Native Hawaiian or Other Pacific Islander	175	2	1
Total	8,708	60	375
Hispanic	2,230	25	98
Not Hispanic	6,478	35	375

Table 2 – Table of assistance to racial and ethnic populations by source of funds

Narrative

According to the [2013-2017 American Community Survey 5-Year Estimates](#), the top race demographics are White (42.1%) and Asian (41.6%), and 17.1% of all residents identifying as Hispanic.

The City's programs served an ethnically diverse population of individuals and families in PY2018. The services provided to Santa Clara residents broken up by race closely align with the overall demographics of the city. 35% of the people served are White, 35.5% are Asian, and 25.5% identified as Hispanic.

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	CDBG Allocation and Program Income	\$1,327,024	\$1,242,652
HOME	HOME Allocation and Program Income	\$1,019,422	\$1,008,783
General Fund	General Fund	\$130,000	\$130,000
Other	City Affordable Housing Fund	\$1,209,118	\$445,370
Other	Successor Housing Agency Program Income	\$1,300,000	\$232,256
Other	Land Held for Development	\$17,057,866	0

Table 3 - Resources Made Available

Narrative

The City of Santa Clara used funds from its CDBG and HOME programs to carry out the objectives identified in the City's Five Year Consolidated Strategic Plan. These activities were performed throughout the City, with no directed geographic concentration of resources.

CDBG resources that were available to the City in PY2018 totaled \$1,327,024. This amount consists of \$968,933 of its annual HUD entitlement allocation, an estimated program income of \$300,000 and \$58,091 of prior year funds. During the PY2018, the City actually received \$347,723 in program income generated from loan repayments of its NCIP program. Any excess funds and/or unused funds will be programmed in the 2020 Annual Action Plan.

HOME resources that were available to the City in PY2018 totaled \$1,019,422. This amount consists of \$444,587 of its annual HUD entitlement allocation, \$100,000 of program income, and \$474,835 of prior year funds. A total of \$1,008,783 in HOME funds were expended in PY2018. Any excess funds and/or unused funds will be programmed in the 2020 Annual Action Plan.

General Funds resources that were disbursed in PY2018 totaled \$130,000. This amount was allocated to public service agencies that could not be funded with CDBG or HOME funds for programs like Fair Housing, Landlord Mediation, senior services, and United Way 211.

The City Affordable Housing Fund resources made available in PY2018 totaled \$1,209,118.

- \$172,000 was budgeted for the operation of the Below Market Purchase Program (BMP) which targets moderate income homebuyers. A total of \$101,850 was disbursed.
- \$160,697 was budgeted for case management services in the City's TBRA program operated by Abode Services A total of \$160,000 was disbursed.
- \$11,421 was budgeted for the administration of the Housing Trust TBRA Deposit program. \$2,356 was disbursed.
- \$115,000 was budgeted for case management services for chronically homeless individuals and families, leveraging housing subsidies from the County's Office of Supportive Housing. A total of \$115,000 was disbursed.

- \$750,000 was budgeted for Multi-family Energy Rehabilitation. \$20,000 was disbursed.

The Successor Housing Agency Program Income Funds resources that were made available in PY2018 totaled \$1,300,000.

- \$110,000 was budgeted for case management services for chronically homeless individuals and families, leveraging housing subsidies from the County's Office of Supportive Housing. A total of \$110,000 was disbursed.
- \$140,000 was budgeted for case management services in the City's TBRA program operated by Abode Services A total of \$72,256 was disbursed.
- \$50,000 was budgeted for the administration of the City Affordable Housing Fund. \$50,000 was disbursed.
- \$1,000,000 was budgeted to be part of a multi-funding source NOFA for projects creating or preserving rental properties. No funds were disbursed.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Citywide	100	100	Service area
El Camino Real Focus Area	0	0	N/A

Table 4 – Identify the geographic distribution and location of investments**Narrative**

Due to the difficulty in identifying CDBG- eligible projects, the El Camino Real Focus Area was not addressed during the Program Year and no activities were initiated.

Leveraging:

Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.

Fiscal Year Summary – HOME Match	
1. Excess match from prior Federal fiscal year	\$6,824,436.52
2. Match contributed during current Federal fiscal year	\$ 276,145.11
3 .Total match available for current Federal fiscal year (Line 1 plus Line 2)	\$7,100,581.63
4. Match liability for current Federal fiscal year	\$ 157,404.08
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	\$6,943,177.55

Table 5 – Fiscal Year Summary - HOME Match Report

For Federal Fiscal Year 2018, the HOME Match Report shows the City's local match contribution of \$276,145.11 was more than its HOME program match liability of \$157,404.08 for the year.

Match Contribution for the Federal Fiscal Year								
Project No. or other ID	Date of Contribution	Cash (non-Federal sources)	Foregone Taxes, Fees, Charges	Appraised Land/Real Property	Required Infrastructure	Site Preparation, Construction Materials, Donated labor	Bond Financing	Total Match
Briarwood	4/10/2019	0	\$11,020.71	0	0	0	0	\$11,020.71
Cypress	4/10/2019	0	\$10,256.00	0	0	0	0	\$10,256.00
De La Cruz	4/10/2019	0	\$10,469.66	0	0	0	0	\$10,469.66
SC Senior Homes	4/10/2019		\$8,824.73					\$8,824.73
BWC Jackson St.	4/10/2019	0	\$12,517.97	0	0	0	0	\$12,517.97
Liberty Tower	4/10/2019	0	\$48,370.94	0	0	0	0	\$48,370.94
BWC Main St.	4/10/2019	0	\$6,528.24	0	0	0	0	\$6,528.24
BWC Shafer House	4/10/2019	0	\$9,189.79	0	0	0	0	\$9,189.79
Westwood	4/10/2019	0	\$45,823.50	0	0	0	0	\$45,823.50
Chateau Apts.	4/10/2019	0	\$113,143.58	0	0	0	0	\$113,143.58

Table 6 - Match Contribution for the Federal Fiscal Year

HOME Program Income

Program Income – Enter the program amounts for the reporting period				
Balance on hand at beginning of reporting period \$	Amount received during reporting period \$	Total amount expended during reporting period \$	Amount expended for TBRA \$	Balance on hand at end of reporting period \$
\$816,943.72	\$237,208.77	\$23,720.88	\$392,478.78	\$1,030,431.61

Table 7 – Program Income

HOME MBE/WBE report

Minority Business Enterprises and Women Business Enterprises – Indicate the number and dollar value of contracts for HOME projects completed during the reporting period						
	Total	Minority Business Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Contracts						
Number	2					
Dollar Amount	\$832,162.04	0	0	0	0	0
Sub-Contracts						
Number						
Dollar Amount						
	Total	Women Business Enterprises	Male			
Contracts						
Number	2	0	0			
Dollar Amount	\$832,162.04	0	0			
Sub-Contracts						
Number						
Dollar Amount						

Table 8 - Minority Business and Women Business Enterprises

Minority Owners of Rental Property – Indicate the number of HOME assisted rental property owners and the total amount of HOME funds in these rental properties assisted						
	Total	Minority Property Owners				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0					
Dollar Amount	0					

Table 9 – Minority Owners of Rental Property

Relocation and Real Property Acquisition – Indicate the number of persons displaced, the cost of relocation payments, the number of parcels acquired, and the cost of acquisition						
Parcels Acquired		0				
Businesses Displaced		0				
Nonprofit Organizations Displaced		0				
Households Temporarily Relocated, not Displaced		0				
Households Displaced	Total	Minority Property Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0					
Cost	0					

Table 10 – Relocation and Real Property Acquisition

CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	40	51
Number of Non-Homeless households to be provided affordable housing units	54	115
Number of Special-Needs households to be provided affordable housing units	0	0
Total	94	166

Table 11 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	40	51
Number of households supported through The Production of New Units	4	0
Number of households supported through Rehab of Existing Units	50	115
Number of households supported through Acquisition of Existing Units	0	0
Total	94	166

Table 12 – Number of Households Supported

Discuss the difference between goals and outcomes and problems encountered in meeting these goals.

Homeless households to be provided affordable housing units. The City exceeded the goal of assisting 40 households by 11. The success of the Tenant Based Rental Assistance (TBRA) program is what attributed to the increase in goal production. These numbers do not count the 20 chronically homeless individuals who were assisted with local and county funds.

Number of Non-Homeless households to be provided affordable housing units. The City anticipated assisting 50 households in the NCIP program and 4 with HOME funds (CHDO set-aside). The 115 breakdown is:

- 10 NCIP
- 100 Liberty Tower rehabilitation
- 5 Shafer House rehabilitation

Discuss how these outcomes will impact future annual action plans.

The City's Homeowner Rehabilitation Program (i.e., NCIP) is currently at full capacity. To increase our numbers, in 2019-2020 we will fund Rebuilding Together Silicon Valley to run a minor rehabilitation program which will assist approximately 20 more households. The City continues to struggle with finding a Community Housing Development Organizations (CHDOs). HUD has realized the difficulty in attracting CHDOs and has waived commitment deadlines; however, the struggle in acquiring CHDOs remains.

Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.

	CDBG		HOME	
Income Levels	Owner Occupied	Renter Occupied	Owner Occupied	Renter Occupied
Extremely Low (<=30%)	8	110	0	30
Low (>30% and <=50%)	4	1	0	18
Mod (>50% and <=80%)	5	0	0	3
Total Low-Mod	17	111	0	51
Non Low-Mod (>80%)	0	0	0	0
Total Beneficiaries	17	111	0	51

Table 13 – Number of Households Served

Narrative Information

The majority of our beneficiaries for housing related services are extremely low-income residents.

CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)

Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through: Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

The City continues to allocate \$110,000 in local funding from its Housing Successor Agency fund to the County of Santa Clara to provide intensive case management to assist approximately 20 chronically homeless individuals who were identified and referred by the City's Police Department. The County used this funding in conjunction with other County funds to provide housing vouchers that are appropriate to the individual's needs. 20 individuals received case management services and 20 were housed. The population served in this program always poses a challenge in meeting goals. Reasons included the difficulty of keeping in touch with some of the clients due to the transitory nature.

Addressing the emergency shelter and transitional housing needs of homeless persons

The City allocated \$20,000 of CDBG funding to Next Door Solutions for case management support services for residents of HomeSafe Santa Clara, an affordable transitional housing property for survivors of domestic violence, serving 164 individuals. A CDBG grant of \$15,000 was awarded to the Young Women's Christian Association (YWCA) which provided counseling and legal services to 34 survivors of domestic violence currently residing in emergency or transitional shelter.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); and, receiving assistance from agencies that address housing, health, social services, employment, education, or youth needs

The City's HOME-funded the TBRA program provided assistance to individuals or families who met the "at-risk of homelessness" conditions.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again.

The City's TBRA program uses HOME funds for deposits and subsidies, and local funds for case management services to support participants in their transition to long-term housing solutions through a contract with Abode Services. 51 households that were homeless or at risk of homelessness were assisted in PY2018. Deposits were provided to another 9 households through the Housing Trust of Silicon Valley's Finally Home Program.

CR-30 - Public Housing 91.220(h); 91.320(j)

Actions taken to address the needs of public housing

Public Housing funds are insufficient to support existing public housing needs. Due to cuts of public housing funding, the Santa Clara County Housing Authority (SCCHA) is looking at converting public housing units to affordable housing via project-based vouchers.

As of June 30, 2019, the SCCHA had 610 Section 8 vouchers under contract in the City. Approximately 287 of the voucher holders were used by persons with disabilities (of whom 201 were also elderly), and 260 were held by elderly households. Of those City residents using Section 8 vouchers, 99% are extremely low income.

Actions taken to encourage public housing residents to become more involved in management and participate in homeownership

When federal funds are used to develop or rehabilitate low-income units, the City requires that the developer make efforts to obtain input residents on the management of the development.

Actions taken to provide assistance to troubled PHAs

SCCHA is not a troubled PHA.

CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)

Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)

Lawrence Station Area Plan

In November 2016, the City of Santa Clara approved the Lawrence Station Area Plan, which will guide the development of a high-density transit-oriented neighborhood proximate to the Lawrence Caltrain stop. Because of the Lawrence Station Area Plan (LSAP), the City of Santa Clara General Plan now carries a Very High Density Residential designation, which allows densities between 51-100 dwelling units per acre, creating additional potential for housing proximate to transit. In addition, the City adopted a Zoning Code amendment for the LSAP, which includes the ability to develop at densities of up to 100 dwelling units per acre; reduces parking requirements for multi-family dwellings; allows for parking to be rented separately from living space for multi-family dwelling units (also known as unbundled parking); and allows for live-work units by right. Taken together, these ordinance changes remove constraints to high-density development proximate to transit in the Lawrence Station area. A total of 988 units are currently under construction in the LSAP area, with the plan allowing for up to 3,500 dwelling units. The Lawrence Station Area Plan helps to implement the City's Housing Plan through Action 7, Adequate Sites Inventory that specifically calls out the LSAP as a housing site, and Action 6, Zoning Code changes that facilitate production of housing.

Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)

In line with one of the objectives set forth by the Housing Element (2014) of the City's General Plan, the City of Santa Clara is in the process of adopting new Affordable Housing Requirements, including residential and nonresidential **mitigation impact fees** (in line with the results of the Affordable Housing Nexus Study). Following a series of outreach meetings with the general community and stakeholders between October 2016 and February 2017, an Ad Hoc Affordable Housing Working Group was convened. Meeting four times between March and May 2017, the Affordable Housing Working Group reached a consensus on recommendations for requirements and impact fees for the City Council consideration. The City Council accepted the recommendations set forth by the Ad Hoc Affordable Housing Working Group in July 2017. In late 2017, an ordinance was adopted. The revenue from the adopted fees will be a new source of local affordable housing funds not available since the closure of California's redevelopment agencies in 2012.

Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)

For housing units built prior to 1978, the Neighborhood Conservation and Improvement Program (NCIP) followed lead-based paint procedure requirements (e.g., information pamphlets, testing and mitigation as needed). Interim lead controls occurred in two homes.

Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)

One of the functions of the City's Tenant Based Rental Assistance (TBRA) program is to foster self-sufficiency so that the participating households would eventually be able to afford permanent housing without subsidies. Part of the case management services Abode Services provides to participants to help them transition to a more stable housing situation include:

- Employment and training resources
- Childcare resources & Legal services
- Benefit application assistance and advocacy
- Ongoing housing subsidies or access to affordable housing if indicated
- Behavioral health services (i.e. mental health and substance abuse)
- Medical services and food assistance programs
- Credit counseling and repair services
- Peer support networks or other community support

Actions taken to develop institutional structure. 91.220(k); 91.320(j)

City staff continues to participate in discussion and development of common strategies to address the housing and community needs in Santa Clara County with other local jurisdictions regarding CDBG, HOME and other housing programs. In person meetings take place on a quarterly basis and weekly phone conferences address pressing issues or news pertaining to local funding such as the use of the County-wide Measure A funds and collaborations for county-wide reports. In person trainings and webinars are used to keep staff up to date with regulator changes. The City is also looking at coordinating with neighboring cities to develop consistent templates and forms for reporting, invoicing, and contracting so as make things easier for our nonprofit partners.

Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)

On February 23, 2016 the Santa Clara City Council, in response to a request from the Cities Association of Santa Clara County for support in regional coordination towards addressing homelessness and the housing needs of our communities, adopted a resolution to endorse the Community Plan to End Homelessness in Santa Clara County. Destination: Home, a program of the Health Trust, is a public-private partnership implementing collective impact strategies to end homelessness in Santa Clara County. Its mission is to drive and align resources to create permanent housing and sustainable support systems built for the long term. The organization is improving how systems work together to end homelessness, as well as protect individuals and families at risk of becoming homeless.

The Destination: Home Board also serves as the governing body of the county-wide "Continuum of Care" (CoC), which is a county-wide entity required by HUD to enable local housing and services providers to apply for HUD grants for various homeless assistance programs. In August 2016, the CoC Board submitted a request to HUD of \$20.5 million to fund various non-profit agencies within Santa Clara County.

The Community Plan to End Homelessness is based on three central strategies:

1. Disrupt the System: Develop strategies and innovative prototypes that transform the systems related to housing homeless people.
2. Build the Solution: Secure the funding needed to provide 6,000 housing opportunities with services for those who are homeless and those at risk of homelessness.
3. Serve the Person: Adopt an approach that recognizes the need for client-entered strategies with different response for different levels of need and different groups, targeting resources to the specific individual or household.

Much of the effort described in the Community Plan relates to the work of various county agencies that provide health care, housing, social services, corrections, and related services. Participating cities will most likely be involved with Build the Solution strategy, which relates to development of affordable housing units through various methods. Such methods include development of new permanent supportive housing (PSH) units, rehabilitation or retrofitting of existing housing or other structures (e.g., motels) into new affordable units, and use of long-term subsidies such as rental vouchers to make existing market-rate or affordable housing more affordable for homeless or at-risk households. The City has already funded and implemented efforts related to "Building the Solution" including the City's HOME-funded Tenant Based Rental Assistance (TBRA) program for homeless and at-risk households, and supportive housing projects such as Homesafe Santa Clara, Sobrato Family Living Center, Bill Wilson Center and Silicon Valley Independent Living Center. In addition, the City has provided assistance to a number of local agencies that operate programs serving the homeless that are consistent with the, "Serve the Person" strategy, such as Next Door Solutions to Domestic Violence, Support Network for Battered Women, HomeFirst (formerly Emergency Housing Consortium), LifeMoves (formerly Innvision), and Project Sentinel. The City has also provided the County of Santa Clara with \$200,000 in funding to address homelessness prevention.

Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)

The City funds fair housing education, investigation, enforcement and outreach through our nonprofit partner Project Sentinel. Project Sentinel provides comprehensive fair housing services including investigation, counseling, referral and education, designed to reduce the incidence of illegal discrimination in housing. The agency assisted 57 individuals during the program year, and also ran the conducted landlord/tenant mediation assisting 270 households.

Upcoming in 2019-2020, the City will be contracting with an outside contractor to complete the Affirmatively Furthering Fair Housing plan.

CR-40 - Monitoring 91.220 and 91.230

Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements

The City has struggled to keep up with monitoring efforts due to staffing and workload concerns. Although staff does desk audits on every invoice submitted, it must improve its onsite monitoring efforts. In the coming year, the City will be receiving technical assistance to help create a monitoring manual. Public Service agencies are required to submit semi-annual reports on their direct service activities.

Capital improvement projects submit annual reports as required by their regulatory agreements with the City. These reports are due in the first quarter of each program year, reflecting the activities of projects in the preceding program year. Regular progress reports are also required during construction.

The City continues to conduct quarterly onsite meetings and review of files for the TBRA program to ensure the program operates optimally.

The City encourages City staff and its sub-recipients to actively solicit Minority and Women-Owned Business Enterprises (MBE/WBE) in their procurement of goods and services.

Citizen Participation Plan 91.105(d); 91.115(d)

Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.

The Draft CAPER for Fiscal Year 2018-2019 was made available for public review and comment for at least a 15-day period, from September 4, 2019, through September 24, 2019. It was posted on the City's website and available at the Housing and Community Services Division at 1500 Warburton Avenue, Santa Clara, and at the Santa Clara Central Library. A notice was published in the Santa Clara Weekly newspaper. The public contact and nonprofit agencies email lists created during the development of the Consolidated Plan were notified of the publication of the Draft CAPER. No public comment was received during the comment period.

Public Comment at September 24, 2019 City Council Meeting consisted of the following comments:

- TBD

CR-45 - CDBG 91.520(c)

Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.

To improve our number towards our goals of homeowner rehabilitation, the City has contracted with Rebuilding Together Silicon Valley for 2019-2020 to complete approximately 20 projects of minor emergency and ADA repairs. These projects will augment the NCIP program which performs similar repairs, but on a much larger scale.

Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?

Not applicable.

[BEDI grantees] Describe accomplishments and program outcomes during the last year.

Not applicable.

CR-50 - HOME 91.520(d)

Include the results of on-site inspections of affordable rental housing assisted under the program to determine compliance with housing codes and other applicable regulations

Please list those projects that should have been inspected on-site this program year based upon the schedule in §92.504(d). Indicate which of these were inspected and a summary of issues that were detected during the inspection. For those that were not inspected, please indicate the reason and how you will remedy the situation.

The project status reports are reviewed and monitored on an annual basis. All properties have completed the initial inspection several had issues with their Housing Quality Standards (HQS) and have been issued corrective action notices.

Annual on-site inspections are conducted on all of the City's TBRA housing occupied by tenants receiving HOME TBRA to meet the standards in 24 CFR 982.401. For the projects that are addressing HQS issues, as of the date of publication, the City is awaiting some data to be submitted to confirm compliance.

Summary of HOME Rental Project Monitoring

Project Name	Year	Total Units	HOME Units	PSR Compliance Status
Briarwood House	2001	5	5	Addressing HQS Concerns
BWC Commons	2007	28	27	In Compliance
BWC Main Street	2002	5	4	Addressing HQS Concerns
BWC Shafer	2002	5	5	In Compliance
BWC Teen Parent	1996	5	3	Addressing HQS Concerns
Chateau Apts	1993	25	4	Addressing HQS Concerns
Cypress	2010	5	5	In Compliance
DeLaCruz House	2001	4	4	Addressing HQS Concerns
Homesafe San Jose	2004	25	3	Addressing HQS Concerns
Homesafe Santa Clara	2002	25	16	Addressing HQS Concerns
Liberty Tower	1998	101	100	In Compliance
Maitri Transitional	2009	10	9	Addressing HQS Concerns
Quetzal House	2009	5	5	Inspection in Progress
Santa Clara Senior Homes	1994	6	3	Addressing HQS Concerns
Sobrato Family Living Ctr	2003	51	5	Addressing HQS Concerns
Stoney Pines Apts	2001	23	2	In Compliance
Vista Drive Apts	2004	24	1	Addressing HQS Concerns
Westwood Ambassador	1994	42	10	Addressing HQS Concerns

Provide an assessment of the jurisdiction's affirmative marketing actions for HOME units. 92.351(b)

The City requires that all projects containing five or more HOME-assisted housing units develop an affirmative marketing plan.

Refer to IDIS reports to describe the amount and use of program income for projects, including the number of projects and owner and tenant characteristics

\$237,208 of HOME program income was received in program year, and \$23,721 was drawn for administrative purposes. Program income will be used primarily for City's TBRA program which benefit homeless families at or below 60% AML.

Describe other actions taken to foster and maintain affordable housing. 91.220(k) (STATES ONLY: Including the coordination of LIHTC with the development of affordable housing). 91.320(j)

The City's Below Market Purchase (BMP) Program sold 2 units that are affordable to low and moderate income homebuyers. To purchase a BMP home, a buyer must have an income and cash assets – at least 3% down – to buy a home and obtain a first mortgage.

The BAREC property located at **90 North Winchester Boulevard**. The proposal includes 181 affordable rental units, 16 of these are moderate income, 165 units are for seniors and of the latter 50 units are to be reserved for extremely low and 72 units for very low-income senior veterans.

The City owns three properties, which were acquired with the intent that they be developed and increase the City's affordable housing supply. Staff engaged in community outreach and initiated the Request for Development Proposals (RFP) process as a step toward accomplishing its goal of increasing the City's affordable housing stock. The three subject properties are located at 3575 De La Cruz Boulevard, 2330 Monroe Street, and 1021/1031 El Camino Real. RFPs were issued for both the Monroe Street and De La Cruz site. Both the Monroe and De La Cruz sites are moving forward towards development.

The City of Santa Clara is committed to ensuring availability of affordable housing to moderate, low, very-low and extremely-low income households through the adoption of the Affordable Housing Ordinance and Impact Fees. The new requirements will include a combination of inclusionary requirements for residential projects and impact fees for smaller projects and nonresidential projects to provide a steady stream of affordable housing units and income to fund the provision of affordable housing projects across the City. Beginning on August 1, 2018, new projects will be subject to one-third (1/3) of the total in-lieu or impact fee as long as they are deemed complete by February 22, 2018. For projects that are deemed complete after February 22, 2019, the full requirements of the Affordable Housing Ordinance, including the in-lieu and impact fees, will be applicable.